UNIV 2202: Academic Writing for Multilingual Students
Fall 2015

Instructor: Greg Timmons
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Syllabus
The course syllabus is a general plan for the course; deviations announced to the class by the instructor may be necessary.

UNIV 2202 offers grammar review, vocabulary development, and writing instruction for multilingual upperclassmen and graduate students from any discipline who need to further develop their writing skills for class papers, theses, dissertations, or for publication. Academic style guidelines appropriate to the student's field of study will be used.

Required Materials and Resources
Swales and Feak: Academic Writing for Graduate Students: Essential Tasks and Skills, 3rd edition

Students may wish to obtain or consult the appropriate style guide for their respective disciplines if one exists, but doing so is not required for the course.

Goals
The aim of the course is to help students who are not native speakers of English increase their facility with written American-style academic English. Topics will include grammar, vocabulary considerations, expression, and reader expectations as well as other topics of interest. While the course will cover the general conventions of academic writing, students should note that most disciplines have their own particular conventions with regard to writing and should evaluate class discussion within the context of the expectations of their fields.

Course Requirements
Specific assignments will vary depending on the interests of the class and the writing issues that may exist. Generally, however, students should expect to receive homework assignments on a weekly basis, and students may be asked to submit brief excerpts of ongoing writing projects on at least a periodic basis.

Academic Honesty
As a University of Georgia student, you have agreed to abide by the University’s academic honesty policy, “A Culture of Honesty,” and the Student Honor Code. All academic work must meet the standards described in “A Culture of Honesty” found at: www.uga.edu/honesty. Lack of knowledge of the academic honesty policy is not a reasonable explanation for a violation. Questions related to course assignments and the academic honesty policy should be directed to the instructor.
Following is the coverage schedule for the text. Additional material will be presented and covered in class, which may affect coverage of the text. Unit Seven and Unit Eight of the text may receive less coverage than the other units or may not be covered.

<table>
<thead>
<tr>
<th>Week of 8/17: Introduction; Unit One - An Approach to Academic Writing</th>
<th>Week of 10/19: Unit Five; <strong>Withdrawal Deadline 10/22</strong></th>
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<tr>
<td>Week of 8/24: Unit One</td>
<td>Week of 10/26: Unit Six - Writing Critiques; <strong>Fall Break 10/30—no classes</strong></td>
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<td>Week of 8/31: Unit Two - General-Specific and Specific-General Texts</td>
<td>Week of 11/2: Unit Six</td>
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<td>Week of 9/7: Unit Two; <strong>Labor Day Holiday 9/7—no classes</strong></td>
<td>Week of 11/9: Unit Seven - Constructing a Research Paper I</td>
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<td>Week of 9/14: Unit Three - Problem, Process, and Solution</td>
<td>Week of 11/16: Unit Seven</td>
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<td>Week of 9/21: Unit Three</td>
<td>Week of 11/23: Thanksgiving Break</td>
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<td>Week of 9/28: Unit Four - Data Commentary</td>
<td>Week of 11/30: Unit Eight - Constructing a Research Paper II</td>
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<td>Week of 10/5: Unit Four (The midterm of the semester occurs on 10/6)</td>
<td>Week of 12/7: Unit Eight</td>
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<td>Week of 10/12: Unit Five - Writing Summaries</td>
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**Access Policy**

Students with special needs are invited and encouraged to discuss them with the instructor.

**Policies**

Policies may be changed if circumstances warrant doing so. Continued enrollment signifies agreement to these policies. University and Division policies take precedence.

**Grading**

Students are required to satisfactorily complete the majority of assignments in order to receive a grade of “Satisfactory.” Attendance is also a requirement (see “Attendance”).
**Attendance**
While the instructor may take into account participation in academic conferences and other such activities, students are expected to attend class regularly and to be on time. Students who exceed four absences should expect to receive a grade of “Unsatisfactory.”

**Communication**
In-class announcements and email will be used to inform students of class activities and other items of interest.

**Additional Information**
Out-of-class meetings with the instructor are by appointment.

Examples that illustrate common writing issues will be presented to the class. Some examples may reflect writing issues specific to students. However, no identifying information will be presented with regard to such examples, and no text from the the work of students will be presented.

Some class activities may involve sharing written assignments with others in the class. Additionally, responses to homework assignments may be presented to the class (either as excerpts or completely) for the purpose of displaying viable options.